

FARMINGTON POLICE DEPARTMENT

POLICY AND PROCEDURE



Policy Number:
422-03

Effective Date:
08/17/16

Subject:
Fitness/Wellness

Approved by:

A handwritten signature in black ink, appearing to read "S.D. Hebbe".

Steven D. Hebbe, Chief of Police



PURPOSE:

To establish guidelines for a voluntary physical fitness and wellness program.

POLICY:

It is the policy of the Farmington Police Department to require candidates for hire as sworn and non-sworn employees to demonstrate a level of fitness commensurate with tasks required of their duties and responsibilities and to provide encouragement, resources and opportunities for employees to voluntarily maintain a level of fitness consistent with the tasks associated with their duties and responsibilities.

PROCEDURE:

Fitness Standards Upon Entry:

Sworn employees, upon consideration for hire as a sworn police officer, are required to demonstrate a level of fitness as provided by the State of New Mexico Law Enforcement Training Act (NMSA 1978 29-7-1 through 29-7-13) and as delineated in the New Mexico Law Enforcement Academy Basic Police Officer Training Application Packet, Form LEA-3.

Sworn employee candidates are not allowed entry into a certification academy without a prior demonstration of their ability to meet the Academy's standards for fitness at the 40th percentile and are not allowed to graduate from the Academy and receive law enforcement officer certification by the State of New Mexico without demonstrating fitness standards at the 60th percentile.

Fitness Maintenance for Sworn and Non-Sworn Employees:

Sworn and non-sworn employees are encouraged to maintain a level of fitness commensurate with the tasks associated with their duties and responsibilities. The Department is committed to assisting our employees in achieving, maintaining and preserving overall wellness. The Department recognizes fitness as a key component of our employee's wellness. As such, the Department provides opportunities for sworn and non-sworn employees to maintain and/or improve their individual levels of fitness. Participation in the fitness program is a privilege and not a rite of passage. Therefore, anyone found to mismanage or deceptively participate in the program may have their privileges rescinded by their respective Lieutenant at any time.

Sworn and non-sworn employees are provided 3 hours per week for participation in a voluntary physical fitness

regimen. One hour per day of a four day work week is allotted for employees to workout while on-duty. No workouts take place on shift overlap days, currently Wednesdays, which are dedicated to meaningful briefing trainings. Anyone who chooses to participate in the program must complete their workout, any grooming standards and be dressed for duty within the allotted one hour timeframe.

Employees who participate in the voluntary fitness program, upon selection of their work schedule and area assignment, also choose between the first or last hour of their work day, as slots are allotted in the bidding process for their individual fitness program time. Participating employees are required to remain available for emergency calls for services and supervisors, when faced with increased need for police or civilian presence due to unusually high volumes of calls for service or emergency situations which may require participating employees to forego participation in the program for that day. For this reason, employees may only conduct their personal workout sessions at the police station. The Department recognizes the value of aerobic fitness regimens (such as jogging or bike riding) balanced with the need to be able to contact and monitor employees. As such, employees choosing to jog or bike as part of their fitness regimen must commence and terminate their workout at the police station. In the event that calls for service or other circumstances preclude the ability for employees to participate in the fitness program, those hours of scheduled fitness time **may not** be rescheduled or "banked" for future use.

All sworn employees are offered a free, voluntary, annual medical physical and are encouraged to take advantage of the opportunity to review their health and fitness with the medical professional. Annual physicals are arranged for by the Human Resources Personnel Division of the City of Farmington and the employee is annually notified, in writing, of the process and dates available for obtaining the annual medical physical.

The City of Farmington may make (when circumstances permit) other resources for health and wellness available to all employees. Employees are encouraged to take full advantage of any such program.

Employees of the Department who have become certified Fitness Instructors through the State of New Mexico or other appropriate entities may be consulted for individualized counsel on achieving personal fitness goals or standards.

Employees unable to perform the duties and responsibilities of their assignment may be subject to the provisions of Section 21, Article 6 and Article 7, of the Personnel Rules of the City of Farmington.